<u>In re Stone,</u> BUPL No. UPL 91-2 (1991)

Following investigation and report with recommendations by the Office of Disciplinary Counsel, and consideration by the Board, a paralegal was found not to have engaged in the unauthorized practice of law by (a) forwarding documents to a court, (b) requesting scheduling of a hearing in a writing clearly identifying her as a paralegal, (c) gathering factual information on a case and drafting legal documents under the supervision of an attorney, and (d) attending a mediation session at the Family Court, where by common practice attorneys did not attend and where clients were not given legal advice by the paralegal.